

## TRIPURA



## GAZETTE

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**PART--I-- Orders and Notifications by the Government of Tripura,  
 The High Court, Government Treasury etc.**

**HIGH COURT OF TRIPURA  
 AGARTALA**

No.F.3(35)-HC/2023/18236

Dated, Agartala, the 21st July, 2023.

**NOTIFICATION**

The Hon'ble Chief Justice, in exercise of the powers conferred by Paragraph 28(3) of the Tripura (Courts) Order, 1950 and all other enabling provisions in this behalf amends the Tripura District Courts' Ministerial Establishment (Recruitment & Conditions of Service) Rules, 2014 further as follows:

**1. Short Title, Applicability and Commencement:**

- (1) These Rules will be called "Tripura District Courts' Ministerial Establishment (Recruitment & Conditions of Service) (6<sup>th</sup> Amendment) Rules, 2023".
- (2) They shall come into force with immediate effect.

**2. Amendment in Part-I Rule-2**

In Rule 2 after sub-rule (e), the following definitions shall be inserted in substitution of the earlier ones:

- (ee) Monitoring Committee means a committee consisting of one or more Judges of the High Court as nominated by the Chief Justice time to time for overall monitoring of the process of recruitment of all categories of employees of the District Courts' Ministerial Establishment. The Monitoring Committee shall also consider the matters pertaining to promotion, inter-district transfer, deputation, confirmation in service, appointment on

compassionate ground etc. of the District & Sub-ordinate Judiciary.

**(ff)** Selection Committee means a committee consisting of 02(two) Officers in the rank of District Judge cadre posted in the Registry of the High Court, as nominated by the Chief Justice from time to time and the District Judge, West Tripura District to take initiative for appointment by direct recruitment in various categories of posts by inviting applications and conducting examinations. The Selection Committee will report to the Monitoring Committee.

**(gg) Central Recruitment Cell** means a cell in the Registry of the High Court to be headed by an Officer in the rank of Deputy Registrar, as nominated by the Chief Justice from time to time to assist the Selection Committee in all recruitment processes. The Central Recruitment Cell shall report to the Selection Committee.

**(hh) District Recruitment Cell** means a cell in each District of State for the purpose of collecting information as to the vacancies arising upon retirement, promotion, resignation, creation of new post and liein vacancy.

The Cell will be headed by the District & Sessions Judge of the concerned District as Chairperson and the senior-most Judicial Officers in Grade-II and Grade-III posted in that district as members. The Cell shall be assisted by the Chief Administrative-cum-Accounts Officer and 2 senior staff of Group-B along with such other support staff as may be nominated by the District & Sessions Judge time to time.

**3. Amendment in Part-II Rule-5**

Rule 5 "Appointment of persons of the Ministerial Establishment of the District Courts" shall be substituted with the following words:-

**5. Appointment of staff members of the Ministerial Establishment of the District Courts:-**

**(1) Appointment of staff members of the District Courts' Ministerial Establishment shall be made either by –**

**(a) Direct Recruitment; or**

**(b) Promotion; or**

**(c) Deputation with the prior approval of the High Court.**

**(2) Appointment to all posts shall be made in the manner as indicated in the schedules.**

**(3) The Departmental Promotion Committee (DPC) shall meet twice in a year (January and July) to work out the number of existing and anticipated vacancies in various categories of posts of the Ministerial Establishment of the District Courts and submit requisition to the Monitoring Committee of the High Court for filling up of such vacant posts. This exercise shall be carried out by DPC by collecting necessary information from the respective District Recruitment Cells with respect to the vacancies arising upon retirement, promotion, resignation, creation of new post and lien vacancy.**

**(4) Direct Recruitment by the Selection Committee**

**(a) In order to maintain uniformity in the standard of assessment of merit of the candidates for direct recruitment to various posts of the District Courts' Ministerial Establishment and maintain rationality in preparation of**

common merit list, the Selection Committee, with the prior approval of the Monitoring Committee, shall take necessary steps for selection by conducting examination.

**(b)** The Selection Committee, with the prior approval of the Monitoring Committee, shall publish a list of vacancies (existing as well as anticipated vacancy) by 15<sup>th</sup> June of each calendar year to be filled up in next calendar year.

**(c)** The Selection Committee, with the prior approval of the Monitoring Committee, shall initiate the process for recruitment by publishing advertisement in two newspapers of wide circulation in the State (one English and another vernacular language). In addition, the advertisement shall also be uploaded in the official website of the High Court and the District Courts of Tripura.

**(d)** Type test/Written test/Viva Voce for direct recruitment to the various posts of the Ministerial Establishment of the District Courts shall be conducted by the Selection Committee with the prior approval of the Monitoring Committee.

**(e)** The Selection Committee shall take necessary steps regarding setting up of the question papers and shall be the custodian of the same as well as of the Answer Scripts.

**(f)** The Selection Committee may conduct Computer Proficiency Test and Viva Voce at Agartala or any such other place as may be approved by the Monitoring Committee.

**(g)** The Selection Committee, with the approval of the Monitoring Committee shall publish the merit list of the selected candidates with respect to the different categories of posts along with a waiting list.

**(h)** The Selection Committee, with the approval of the Monitoring Committee, shall recommend the names of the selected candidates to the DPC for appointment as per merit list.

**(i)** The Monitoring Committee may formulate guidelines relating to relaxation of marks at all level of examination for SC/ST/Physically challenged candidates.

**(j)** The issuance of Offer Letter to the selected candidates, Appointment Order and all other post-selection processes shall be carried out by such District Recruitment Cell as the DPC may nominate for this purpose and the concerned District & Sessions Judge (Chairperson of the District Recruitment Cell) shall act as the "Appointing Authority" for issuance of Appointment Order.

**(k)** The office of the Central Recruitment Cell at the Registry of the High Court shall be manned by such number of support staff of the High Court Service as may be necessary.

In case of necessity, support staff of different cadres of the District Courts' Ministerial Establishment may also be deputed in the Central Recruitment Cell on being nominated by the Chief Justice.

#### **4. Amendment in Schedule A**

For paragraph A under the heading "*Instructions to the Appointing authority*" in Schedule A shall be substituted as follows:-

***"A: The Selection Committee, in the manner as provided under Rule 5, shall set question paper, conduct written examination, type test and interview for direct recruitment. The Selection Committee may select a computer expert to assist the Committee in holding the type test."***

**5. Amendment in Schedule B**

For paragraph A under the heading "*Instructions to the Appointing authority*" in Schedule B shall be substituted as follows:-

***"A: The Selection Committee, in the manner as provided under Rule 5, shall set question paper, conduct written examination, interview and short hand test. The Selection Committee may select a computer expert to assist the Committee in holding the type test."***

**6. Amendment in Schedule C**

For paragraph B under the heading "*General Instruction*" in Schedule C shall be substituted as follows:-

***"B: The Selection Committee, in the manner as provided under Rule 5, shall conduct the Driving Test and Oral Interview for selection of drivers by direct recruitment."***

**7. Amendment in Schedule D**

**(i)** The required minimum qualification for appointment to the post of Group-D "**Madhyamik/Class X Failed**" shall be substituted with "**Madhyamik/Secondary School Examination passed or equivalent**"

**(ii)** Paragraph A under the heading "*Instructions to the Appointing authority*" in Schedule D shall be substituted with the following words:

***"A: The Selection Committee, in the manner as provided under Rule 5, shall set question paper, conduct written examination and interview."***

By order,

Sd/-

**(Vishwajeet Pandey)**  
Registrar General